



Town of Arlington, MA Redevelopment Board

Agenda & Meeting Notice July 10, 2023

Per Board Rules and Regulations, public comments will be accepted during the public comment periods designated on the agenda. Written comments may be provided by email to cricker@town.arlington.ma.us by Monday, July 10, 2023 at 3:00 p.m. The Board requests that correspondence that includes visual information should be provided by Friday, June 7, 2023 at 12:00 p.m.

The Arlington Redevelopment Board will meet Monday, July 10, 2023 at 7:30 PM in the **Arlington Community Center, Main Hall, 27 Maple Street, Arlington, MA 02476**

1. Public Hearing: Docket #3756, 1309-1323 Massachusetts Avenue

- 7:30 pm Notice is herewith given that an application has been filed on June 12, 2023 by Barlo Signs, 158 Greeley Street, Hudson, NH for 1309-1323 Massachusetts Ave., LLC, 89 Allen Circle, Boxford, MA, to open Special Permit Docket #3756 in accordance with the provisions of MGL Chapter 40A § 11, and the Town of Arlington Zoning Bylaw Section 3.4, Environmental Design Review and Section 6.2 Signs. The applicant proposes to replace the wall signs located at 1309-1323 Massachusetts Avenue, Arlington, MA in the Village Business Zoning District (B3) and Business Sign District. The opening of the Special Permit is to allow the Board to review and approve the project under Section 6.2 Signs.
- Applicant will be provided 10 minutes for an introductory presentation.
 - DPCD staff will be provided 5 minutes for an overview of their updated Public Hearing Memorandum.
 - Members of the public will be provided time to comment.
 - Board members will discuss Docket and may vote

2. Review Meeting Minutes

- 8:20 pm Board will review and vote to approve meeting minutes for 5/15/2023 and 6/5/2023.

3. Open Forum

- 8:30 pm Except in unusual circumstances, any matter presented for consideration of the Board shall neither be acted upon, nor a decision made the night of the presentation. There is a three-minute time limit to present a concern or request.

4. New Business

8:45 pm

5. Executive Session - Atwood House 831 Mass Ave

9:00 pm Per the terms of M.G.L. c. 30A, § 21, the Chair will order and the Board will vote to enter executive session to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body.

6. Adjourn

9:30 pm Estimated



Town of Arlington, Massachusetts

Public Hearing: Docket #3756, 1309-1323 Massachusetts Avenue

Summary:

7:30 pm

Notice is herewith given that an application has been filed on June 12, 2023 by Barlo Signs, 158 Greeley Street, Hudson, NH for 1309-1323 Massachusetts Ave., LLC, 89 Allen Circle, Boxford, MA, to open Special Permit Docket #3756 in accordance with the provisions of MGL Chapter 40A § 11, and the Town of Arlington Zoning Bylaw Section 3.4, Environmental Design Review and Section 6.2 Signs. The applicant proposes to replace the wall signs located at 1309-1323 Massachusetts Avenue, Arlington, MA in the Village Business Zoning District (B3) and Business Sign District. The opening of the Special Permit is to allow the Board to review and approve the project under Section 6.2 Signs.

- Applicant will be provided 10 minutes for an introductory presentation.
- DPCD staff will be provided 5 minutes for an overview of their updated Public Hearing Memorandum.
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ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Barlo_Signs_ARB_Application_06.08.2023.pdf	Barlo Signs ARB Application 06.08.2023
▢ Reference Material	230706_1309-1323_MassAve_signage.pdf	1309-1323 Mass Ave signage memo

REQUIRED SUBMITTALS CHECKLIST

One electronic copy of your application is required; print materials may be requested. Review the ARB's Rules and Regulations, which can be found at arlingtonma.gov/arb, for the full list of required submittals.

 X **Application Cover Sheet (project and property information, applicant information)**

 N/A **Dimensional and Parking Information Form (see attached)**

 X **Impact statement**

Statement should respond to Environmental Design Review (Section 3.4) and Special Permit (Section 3.3) criteria on pages 6-8 of this packet); include:

- LEED checklist and sustainable building narrative as described in criteria 12.
- Summary of neighborhood outreach, if held or planned.

 X **Drawing and photographs of existing conditions**

- Identify boundaries of the development parcel and illustrate the existing conditions on that parcel, adjacent streets, and lots abutting or directly facing the development parcel across streets.
- Photographs showing conditions on the development parcel at the time of application and showing structures on abutting lots.

 X **Site plan of proposal. Must include:**

- Zoning boundaries, if any, and parcel boundaries;
- Setbacks from property lines;
- Site access/egress points;
- Circulation routes for pedestrians, bicyclists, passenger vehicles, and service/delivery vehicles;
- New buildings and existing buildings to remain on the development parcel, clearly showing points of entry/exit;
- Other major site features within the parcel or along its perimeter, including but not limited to trees, fences, retaining walls, landscaped screens, utility boxes, and light fixtures;
- Spot grades or site topography and finish floor level;
- Open space provided on the site;
- Any existing or proposed easements or rights of way.

 X **Drawings of proposed structure**

- Schematic drawings of each interior floor of each proposed building, including basements.
- Schematic drawings of the roof surface(s), identifying roof materials, mechanical equipment, screening devices, green roofs, solar arrays, usable outdoor terraces, and parapets.
- Elevations of each exterior façade of each building, identifying floor levels, materials, colors, and appurtenances such as mechanical vents and light fixtures.
- Drawings from one or more prominent public vantage point illustrating how the proposed project will appear within the context of its surroundings.
- Graphic information showing façade materials and color samples.
- Include lighting plan and fixtures if not provided on site or landscaping plan.

_____ **Vehicle, Bicycle, and Service Vehicle Plans**

- Parking and loading plans, including all vehicle and bicycle parking facilities located on the parcel or within a structure, showing dimensions of spaces, driveways, access aisles, and access/egress points. Include line-of-sight and turning radius along with length and type of delivery truck.
- If you are requesting a reduction in the amount of required parking, include a Transportation Demand Management Plan per Section 6.1.5.
- Plans of all bicycle parking facilities located on the lot and within any structure, including dimensions of spaces and access routes and types of bicycle racks.

_____ **Sustainable Building and Site Design Elements**

- A solar energy systems assessment per Section 6.4, which must include:
 - An analysis for solar energy system(s) for the site detailing layout and annual production;
 - The maximum feasible solar zone area of all structures; and,
 - Drawings showing the solar energy system you propose, with a narrative describing the system, the reasons the system was chosen, and how the system meets the requirements of Section 6.4; or
 - A detailed explanation of why the project meets an exemption of Section 6.4.2.
- LEED checklist and narrative per EDR criterion 13.

_____ **Proposed landscaping (*may be incorporated into site plan*)**

Schematic drawing(s) illustrating and clearly labels all landscape features, including hardscape materials, permeable areas, plant species, and light fixtures.

☒ **Plans for sign permits, if signage is an element of development proposal**

_____ **Stormwater management plan**

(for stormwater management during construction for projects with new construction)

_____ **SketchUp Compatible Model, if required**

☒ **Application fee**

(See [Rule 12 of the ARB Rules and Regulations](#) for how to calculate the fee)

FOR OFFICE USE ONLY

Docket #: _____

___ Special Permit Granted

Date: _____

___ Received evidence of filing with Registry of Deeds

Date: _____

___ Notified Building Inspector of Special Permit filing

Date: _____

COVER SHEET

Application for Special Permit in Accordance with Environmental Design Review

PROPERTY AND PROJECT INFORMATION

1. Property Address 1309-1323 MASS AVE
Assessors Block Plan, Block, Lot No. 059.0-0001-0011.0 Zoning District B3
2. Deed recorded in the Registry of deeds, Book 47634, Page 197.
-or- registered in Land Registration Office, Cert. No. _____, in Book _____, Page _____.
3. Present Use of Property (include # of dwelling units, if any)
MULTI TENANT PROPERTY
4. Proposed Use of Property (include # of dwelling units, if any)
UPDATED SIGNAGE FOR (5) TENANTS

APPLICANT INFORMATION

1. **Applicant:** Identify the person or organization requesting the Special Permit:
Name of Applicant(s) BARLO SIGNS JENN ROBICHAUD
Organization BARLO SIGNS
Address 158 GREELEY ST, HUDSON NH 03051
Street City, State, Zip
Phone 603 966 6078 Email jenn@barlosigns.com
2. **Applicant Interest:** the applicant must have a legal interest in the subject property:
☒ Property owner / SIGN CO/AGENT ☐ Purchaser by land contract
☐ Purchaser by option or purchase agreement ☐ Lessee/tenant
3. **Property Owner** ☐ Check here if applicant is also property owner
Identify the person or organization that owns the subject property:
Name 1309-1323 MASS AVE LLC Title OWNER
Organization _____ Phone 978 352 2092
Address 89 ALLEN CIRCLE, BOXFORD MA 01921
Street City, State, Zip
Phone 978 352 2092 Email _____

ARLINGTON REDEVELOPMENT BOARD

Application for Special Permit Under Environmental Design Review

4. **Representative:** Identify any person representing the property owner or applicant in this matter:

Name: WILLIAM MCFADDEN Title: SIGN AGENT
BARLO SIGNS 603 966 6078
 Organization: _____ Phone: _____
 Address 158 GREELEY ST HUDSON NH 03051

 _____ Street _____ City, State, Zip
 Phone 603 966 6078 Email jenn@barlosigns.com

5. Permit applied for in accordance with the following Zoning Bylaw section(s)

<u>6.2 SIGNS</u>	<u>6-34 STANDARDS (10) (WALL SIGNS)</u>
_____	_____
_____	_____
_____	_____
section(s)	title(s)

6. List any waivers being requested and the Zoning Bylaw section(s) which refer to the minimum or maximum requirements from which you are seeking relief.

<u>6.2 SIGNS</u>	<u>6-34 STANDARDS (1) (WALL SIGNS):</u>
_____	<u>SIGN HEIGHT: SIGN LENGTH: SIGN PLACEMENT ON FASCIA;NUMBER OF SIGNS</u>
_____	_____
_____	_____
section(s)	title(s)

7. Please attach a statement that describes your project and provide any additional information that may aid the ARB in understanding the permits you request. Include any reasons that you feel you should be granted the requested permission.

(In the statement below, strike out the words that do not apply)

The applicant states that _____ is the owner -or- occupant -or- purchaser under agreement of the property in Arlington located at _____ which is the subject of this application; and that unfavorable action -or- no unfavorable action has been taken by the Zoning Board of Appeals on a similar application regarding this property within the last two years. The applicant expressly agrees to comply with any and all conditions and qualifications imposed upon this permission, either by the Zoning Bylaw or by the Redevelopment Board, should the permit be granted.

BARLO SIGNS JENN ROBICHAUD 6 8 2023

Signature of Applicant(s)

158 GREELEY ST HUDSON NH 03051 jenn@barlosigns.com

Address

603 966 6078

Phone

IMPACT STATEMENT REQUIREMENTS

Projects subject to Environmental Design Review must address and meet the following Special Permit Criteria (see Section 3.3.3 of the Zoning Bylaw) and Environmental Design Review Criteria (see Section 3.4) of the Zoning Bylaw. Please submit an impact statement that describes your proposal, and addresses each of the following criteria.

SPECIAL PERMIT CRITERIA

1. The use requested is listed as a special permit in the use regulations for the applicable district or is so designated elsewhere in this Bylaw.
2. The requested use is essential or desirable to the public convenience or welfare.
3. The requested use will not create undue traffic congestion or unduly impair pedestrian safety.
4. The requested use will not overload any public water, drainage or sewer system or any other municipal system to such an extent that the requested use or any developed use in the immediate area or in any other area of the Town will be unduly subjected to hazards affecting health, safety or the general welfare.
5. Any special regulations for the use as may be provided in this Bylaw are fulfilled.
6. The requested use will not impair the integrity or character of the district or adjoining districts, nor be detrimental to the health, morals, or welfare.
7. The requested use will not, by its addition to a neighborhood, cause an excess of the particular use that could be detrimental to the character of said neighborhood.

ENVIRONMENTAL DESIGN REVIEW CRITERIA

1. **Preservation of Landscape.** The landscape shall be preserved in its natural state, insofar as practicable, by minimizing tree and soil removal, and any grade changes shall be in keeping with the general appearance of neighboring developed areas.
2. **Relation of Buildings to Environment.** Proposed development shall be related harmoniously to the terrain and to the use, scale, and architecture of existing buildings in the vicinity that have functional or visual relationship to the proposed buildings. The Arlington Redevelopment Board may require a modification in massing to reduce the effect of shadows on abutting property in an R0, R1 or R2 district or on public open space.
3. **Open Space.** All open space (landscaped and usable) shall be so designed as to add to the visual amenities of the vicinity by maximizing its visibility for persons passing the site or overlooking it from nearby properties. The location and configuration of usable open space shall be so designed as to encourage social interaction, maximize its utility, and facilitate maintenance.
4. **Circulation.** With respect to vehicular, pedestrian and bicycle circulation, including entrances, ramps, walkways, drives, and parking, special attention shall be given to location and number of access points to the public streets (especially in relation to existing traffic controls and mass transit facilities), width of interior drives and access

LANDLORD AUTHORIZATION

FOR PERMIT(S), VARIANCE(S), HEARING(S)

< MUST BE SIGNED BY LANDLORD OR OWNER OF THE PROPERTY
ON WHICH SIGNAGE IS BEING INSTALLED >

This document verifies that you are authorizing BARLO SIGNS to install signage on your property pursuant to the attached drawings as well as authorizing BARLO SIGNS to secure all related permits required by the local municipalities.

Barlo Signs cannot apply for permits or hearings until we receive the LANDLORD or PROPERTY OWNER'S authorization to do so.

☒ I hereby authorize an Authorized Representative of Barlo Signs of Hudson, N.H., to APPLY FOR SIGN PERMITS for this site and to APPEAR BEFORE THE PLANNING BOARD and/or SIGN REVIEW BOARD and/or the ZBA for this site.

☒ I hereby authorize BARLO SIGNS to install signage on my property exactly as shown in drawing # 211108768 Dated: 11/18/21

Sign location address: 1309-1323 Massachusetts Avenue Arlington, MA 02476

Property Owner's Signature: Michele DeBlasio
Printed Name: MICHELE DEBLASIO
Company Name: 1309-1323 MASS AVE., LLC
Address: 9 ALLEN CIRCLE
Boxford, MA 01921
Phone number: 978-352-2092
Date Signed: 8/11/22

We cannot apply for permits or hearings until we receive your authorization. Thank you!

Reference JOB NAME: 1309-1323 Mass Ave Job #: 21788



Sign Advertising

Electronic Message Centers

Town of Arlington
Arlington Redevelopment Board
730 Mass Ave Annex
Arlington MA, 02476

Board Members,

June 8, 2023

On behalf of the Property Owner and Tenants of 1309-1323 Mass Ave, Barlo Signs respectfully requests your consideration for Special Permit Approval for replacement signs.

Our proposal is part of a concerted effort to beautify and improve the storefronts of the following tenants: Classic Café, Classic Kitchen, Heights Barber, Horizons Salon (Permit Issued), RB Ace Disposal and RB Farina Roofing.

Recent paint and building improvements were the beginning of our client's move to update this property, and the completion of these efforts will be the installation of a unified signage plan across the tenant store fronts. Much thought has been put into the overall design of each of the signs to convey a seamless, attractive look across the six tenant stores.

In our review of the Town of Arlington's requirements that Special Permit Criteria be met:

- The use/relief requested is required by Special Permit per the Arlington Zoning Ordinance.
- The requested use is essential to identifying each tenant to the way finding public and is an obvious desirable update to the public's safety and welfare – quick identification on the busy Mass Ave benefits the public.
- To Scale, clean clear signage aids in traffic and pedestrian safety.
- The proposal will have no effect on public utilities.
- We are seeking only slight modifications to the Bylaw; the intent of the Bylaw remains fulfilled.
- The request will be an improvement to the property and add to the character of the district and is not detrimental in any way.
- The character of the neighborhood is improved when property owners and businesses seek and complete updates to their storefronts.

We look forward to meeting with you to further discuss our proposal,


Barlo Signs
Jenn Robichaud
158 Greeley St Hudson NH 03051
jenn@barlosigns.com

CORPORATE OFFICE: 158 Greeley Street, Hudson, NH 03051-3422 (603) 882-2638 or 800-227-5674
FAX (603) 882-7680 Email: your_image@barlosigns.com Website: www.barlosigns.com



THE ARLINGTON HISTORICAL COMMISSION
WHITTEMORE ROBBINS HOUSE
ARLINGTON, MASSACHUSETTS 02476
Menotomy • 1635 West Cambridge • 1807 Arlington • 1867

April 25, 2023

Michael Ciampa, Director
Department of Inspectional Services
Arlington, MA 02476

RE: 1309-1323, Massachusetts Avenue, Arlington MA

This property has been listed in two Arlington Inventory of Historically or Architecturally Significant Properties as 1309-1313. However I have checked with the Massachusetts Historical Commission and their records do not include an inventory for these addresses.

The Commission is satisfied that there is no need to have a hearing to approve the new signs attached to this email. Therefore, Inspectional Services may issue a permit to approve the new signs proposed by the owner.

Regards



JoAnn Robinson
Co-chair, Arlington Historical Commission

cc: Michael Gervais, Co-chair, Arlington Historical Commission
Kelly Lynema, Assistant Director of Planning & Community Development, Arlington MA
Michele DeBlasio
Jenn Robichaud, Barlo Signs-Permits, Planning, Zoning



SCALE: 1/8"=1'-0"

EXISTING SIGN



22'-3" Sign Band Length x 60% = 13'-4 1/4" Max Length Allowed (Sign is 10'-0" Long)

2'-10 1/2" Sign Band Height x 20% = 0'-7" Therefore Min. Distance from Top/Bottom of Sign Band to Sign to be Min. 0'-7". (Sign has 0'-2 1/4" Above and Below.)

22'-3" Sign Band Length x 20% = 4'-5 3/8" Therefore Min. Distance from Left/Right of Sign Band to Sign to be Min. 1'-0". (Sign has 6'-1 1/2" On Left and Right Side.)

SCOPE OF WORK

REMOVE & DISPOSE (1) EXISTING NON-ILLUMINATED SIGN

MANUFACTURE & INSTALL (1) S/F 1-1/2" DEEP NON-ILLUMINATED ALUMINUM DISHPAN WITH 1-1/2" RETAINER AND 1/2" THICK BLACK PLEX FCOS APPLIED TO THE FACE. PAN MUST BE SEAMLESS.

TOTAL SQUARE FEET: 25.00 SQ FT

EXISTING SQUARE FEET: 26.58 SQ FT

COLOR SCHEDULE - CLIENT TO VERIFY

PTM BLACK 1/2" BLACK PLEXI PTM WHITE

BARLO INTERNATIONAL

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PROJECT APPROVAL

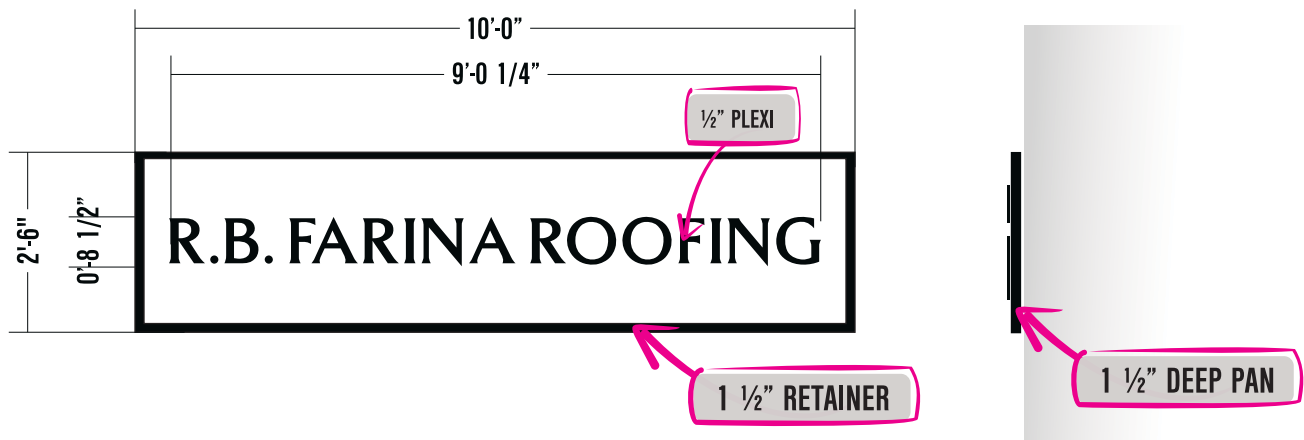
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Design: LP	Date: 11/17/22
Sales:	Date:
Updating:	Date:
Production:	Date:

DESIGNER: AS
SALES REP: MCFA
PW: JB

1309-1323 MASS AVE.
1309-1323 MASS AVE.
ARLINGTON, MA 02476

11.18.21

ITEM A
SHEET 1.0



SCALE: 1/8"=1'-0"

EXISTING SIGN



11'-6" Sign Band Length x 60% = 6'-10 3/4" Max Length Allowed.
(Sign is 10'-0" Long.)

2'-10 1/2" Sign Band Height x 20% = 0'-7" Therefore Min. Distance
from Top/Bottom of Sign Band to Sign to be at least 0'-7."
(Sign has 0'-2 1/4" Above and Below.)

11'-6" Sign Band Length x 20% = 2'-3 5/8" Therefore Min. Distance
from Left/Right of Sign Band is to be at least 1'-0."
(Sign has 0'-9" on Left and Right Side.)

SCOPE OF WORK

REMOVE & DISPOSE (1) EXISTING NON-ILLUMINATED SIGN

MANUFACTURE & INSTALL (1) S/F 1-1/2" DEEP NON-ILLUMINATED ALUMINUM DISHPAN
WITH 1-1/2" RETAINER AND 1/2" THICK BLACK PLEX FCOS APPLIED TO THE FACE.
PAN MUST BE SEAMLESS.

TOTAL SQUARE FEET: 25.00 SQ FT

EXISTING SQUARE FEET: 26.58 SQ FT

COLOR SCHEDULE - CLIENT TO VERIFY

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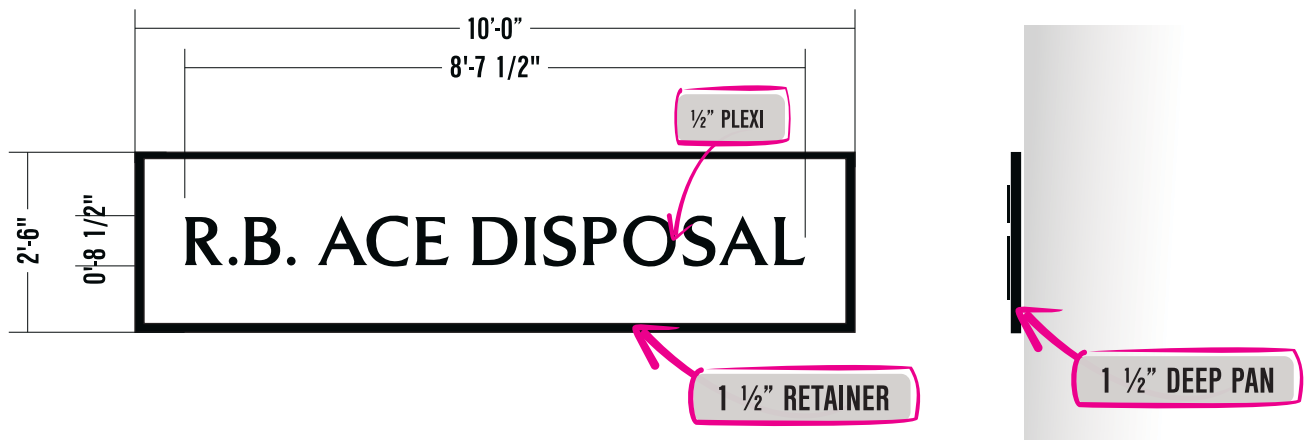
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DESIGNER: AS
SALES REP: MCFA
PW: JB

1309-1323 MASS AVE.
1309-1323 MASS AVE.
ARLINGTON, MA 02476

11.18.21

ITEM
B
SHEET 2.0



SCALE: 1/8"=1'-0"

EXISTING SIGN



10'-0" Sign Band Length x 60% = 6'-0" Max Length Allowed.
(Sign is 10'-0" Long.)

2'-10 1/2" Sign Band Height x 20% = 0'-7" Therefore Min. Distance
from Top/Bottom of Sign Band to Sign to be at least 0'-7."
(Sign has 0'-2 1/4" Above and Below.)

10'-0" Sign Band Length x 20% = 2'-0" Therefore Min. Distance
from Left/Right of Sign Band to Sign to be at least 1'-0."
(Sign has 0'-0" on Left/Right of Sign.)

SCOPE OF WORK

REMOVE & DISPOSE (1) EXISTING NON-ILLUMINATED SIGN

MANUFACTURE & INSTALL (1) S/F 1-1/2" DEEP NON-ILLUMINATED ALUMINUM DISHPAN
WITH 1-1/2" RETAINER AND 1/2" THICK BLACK PLEX FCOS APPLIED TO THE FACE.
PAN MUST BE SEAMLESS.

TOTAL SQUARE FEET: 25.00 SQ FT

COLOR SCHEDULE - CLIENT TO VERIFY

PTM BLACK 1/2" BLACK PLEXI PTM WHITE

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PROJECT APPROVAL

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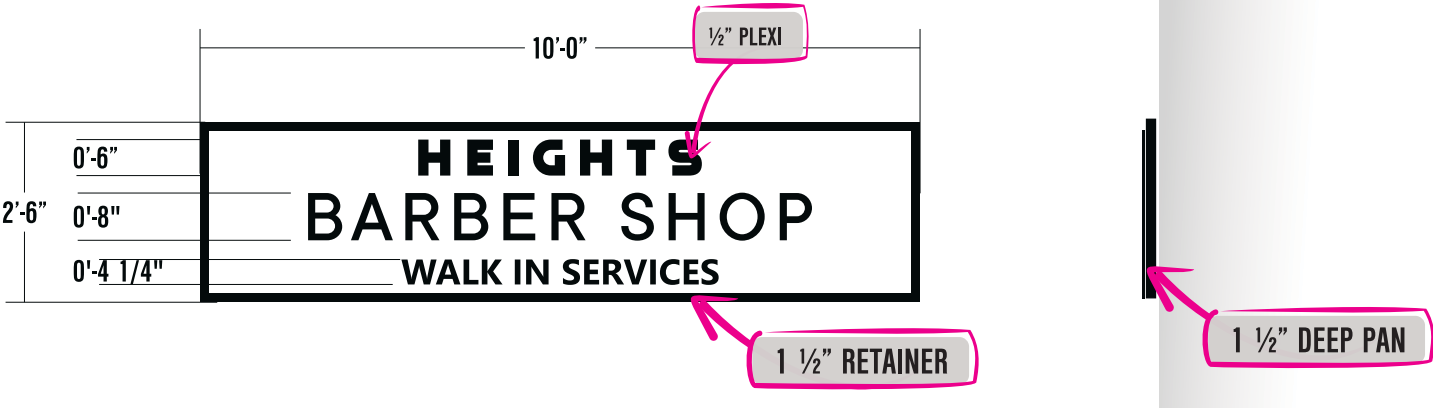
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1309-1323 MASS AVE.
1309-1323 MASS AVE.
ARLINGTON, MA 02476

11.18.21

ITEM
B

SHEET 2.0



SCALE: 1/8"=1'-0"

EXISTING SIGN



11'-6" Sign Band Length x 60% = 6'-10 3/4" Max Length Allowed (Sign is 10'-0" Long)

2'-10 1/2" Sign Band Height x 20% = 0'-7" Therefore Min. Distance from Top/Bottom of Sign Band to Sign to be at Least 0'-7." (Sign has 0'-2 1/4" Above and Below Sign.)

11'-6" Sign Band Length x 20% = 2'-3 5/8" Therefore Min. Distance from Left/Right of Sign Band to Sign to be at Least is 1'-0." (Sign has 0'-9" on Left and Right Side.)

SCOPE OF WORK

REMOVE & DISPOSE (1) EXISTING NON-ILLUMINATED SIGN

MANUFACTURE & INSTALL (1) S/F 1-1/2" DEEP NON-ILLUMINATED ALUMINUM DISHPAN WITH 1-1/2" RETAINER AND 1/2" THICK BLACK PLEX FCOS APPLIED TO THE FACE. PAN MUST BE SEAMLESS.

TOTAL SQUARE FEET: 25.00 SQ FT
EXISTING SQUARE FEET: 24.00 SQ FT
COLOR SCHEDULE - CLIENT TO VERIFY

PTM BLACK 1/2" BLACK PLEXI PTM WHITE

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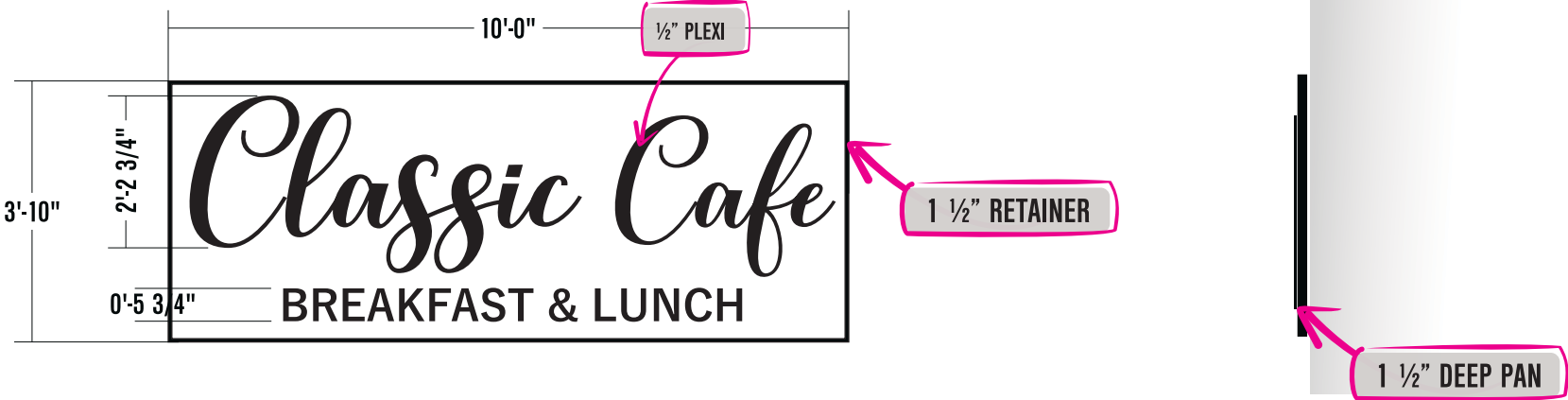
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1309-1323 MASS AVE.
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ARLINGTON, MA 02476

11.18.21

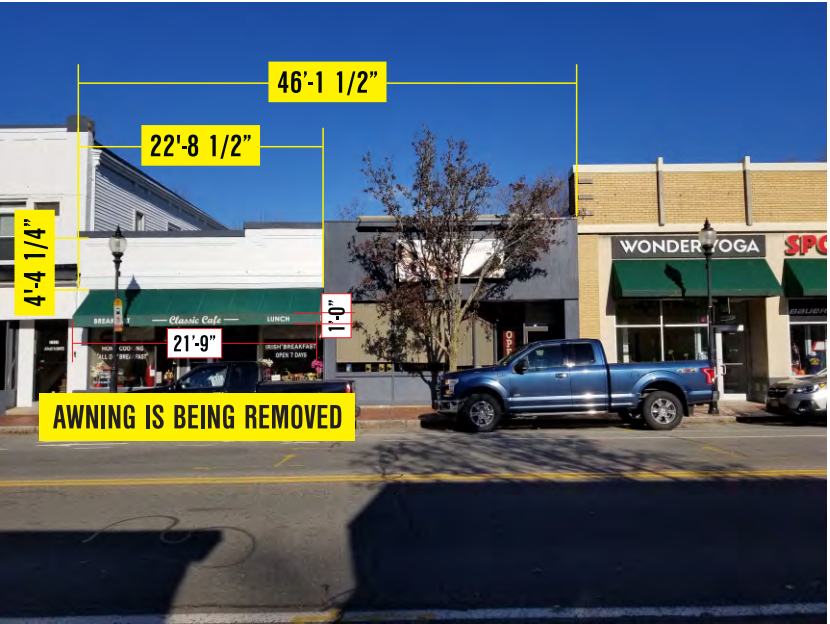
ITEM C

SHEET 3.0



SCALE: 1/8"=1'-0"

EXISTING SIGN



22'-8 1/2" Sign Band Length x 60% = 13'-7 1/2" Max Length Allowed (Sign is 10'-0" Long)

4'-4 1/4" Sign Band Height x 20% = 0'-10.45" Therefore Min. Distance from Top/Bottom of Sign Band to Sign to be at least 0'-10.45" (Sign has 3-1/8" Above and Below.)

22'-8 1/2" Sign Band Length x 20% = 4'-6" Therefore Min. Distance from Left/Right of Sign Band to Sign be at least 1'-0." (Sign has 6'-4 1/4" on Left and Right Side.)

SCOPE OF WORK

MANUFACTURE & INSTALL (1) S/F 1-1/2" DEEP NON-ILLUMINATED ALUMINUM DISHPAN WITH 1-1/2" RETAINER AND 1/2" THICK BLACK PLEX FCOS APPLIED TO THE FACE. PAN MUST BE SEAMLESS.

TOTAL SQUARE FEET: 38.33 SQ FT (SIGN)

EXISTING SQUARE FEET: 21.75 SQ FT (AWNING VALANCE)

COLOR SCHEDULE - CLIENT TO VERIFY

PTM BLACK 1/2" BLACK PLEXI PTM WHITE



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BARLO SIGNS INTERNATIONAL, INC.

PROPOSED ITEMS ARE INTENDED TO BE INSTALLED IN ACCORDANCE WITH ARTICLE 608 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING & BONDING OF ALL ELECTRICAL ITEMS. ELECTRICAL ITEMS WILL HAVE UL LABELS.

PROJECT APPROVAL

Client: Date:
Design: LP Date: 11/17/22
Sales: Date:
Updating: Date:
Production: Date:

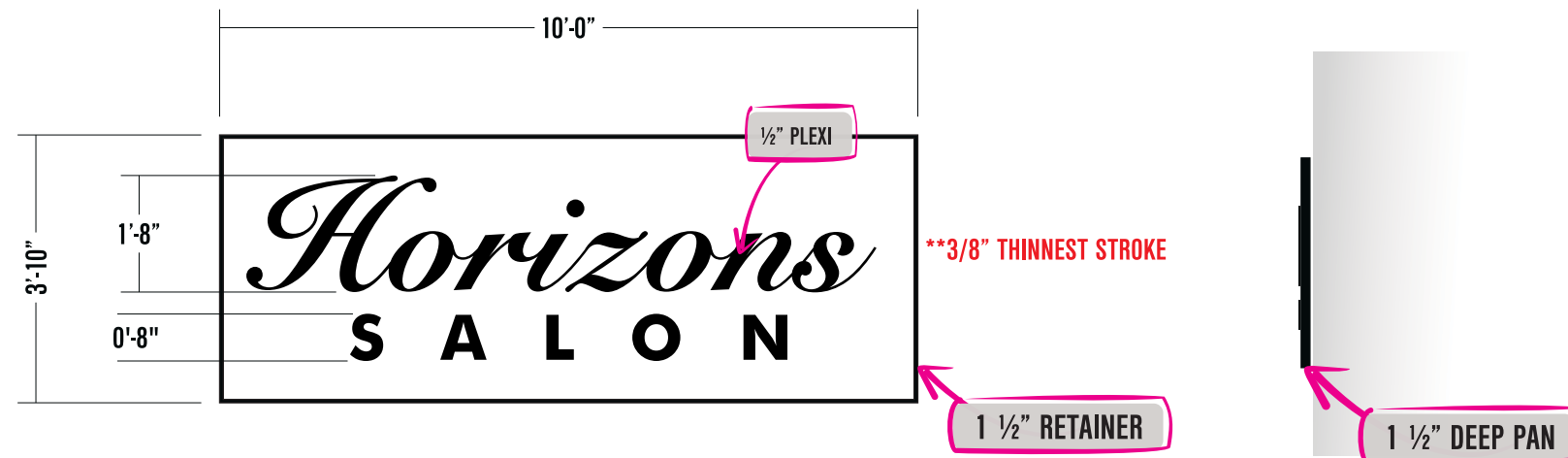
DESIGNER: AS
SALES REP: MCFA
PW: JB

1309-1323 MASS AVE.
1309-1323 MASS AVE.
ARLINGTON, MA 02476

11.18.21

ITEM D

SHEET 4.0



23'-5" Sign Band Length x 20% = 4'-8 1/4" Therefore Min. Distance from Left/Right of Sign Band to Sign to be at least 1'-0." (Sign has 6'-8 1/2" on Left and Right Side.)

**** PERMITTED SIGN (FOR REFERENCE)

MANUFACTURE & INSTALL (1) S/F 1-1/2" DEEP NON-ILLUMINATED ALUMINUM DISHPAN WITH 1-1/2" RETAINER AND 1/2" THICK BLACK PLEX FCOS APPLIED TO THE FACE. PAN MUST BE SEAMLESS.

COLOR SCHEDULE - CLIENT TO VERIFY



Client:	Date:
Design: LP	Date: 11/17/22
Sales:	Date:
Updating:	Date:
Production:	Date:

DESIGNER: AS
SALES REP: MCFA
PM: JB

1309-1323 MASS AVE.

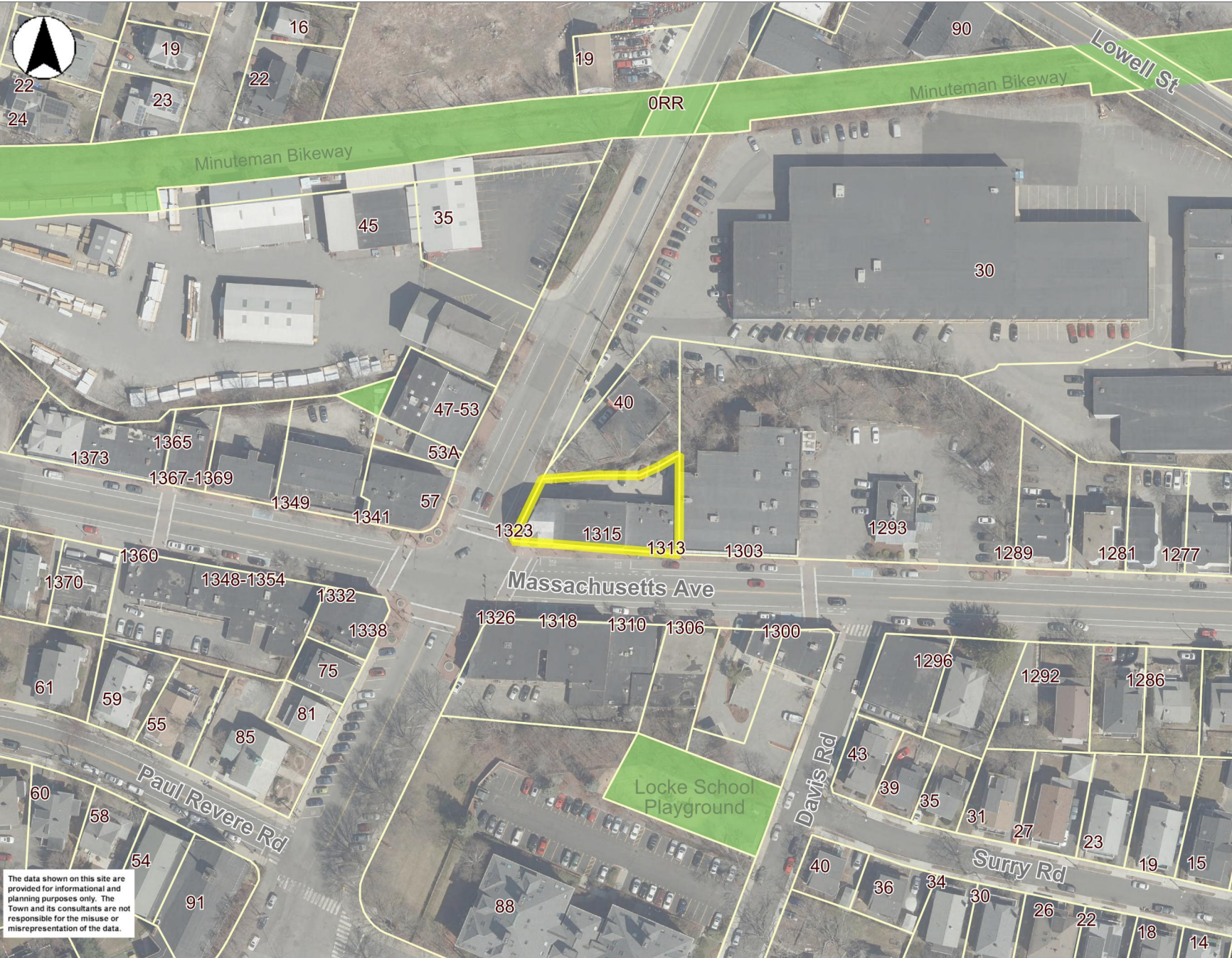
**1309-1323 MASS AVE.
ARLINGTON, MA 02476**


11.18.21

ITEM E

SHEET 5.0





- 
Places by Category
Police Station
Fire Station
School
Library
Public Works
Tree - Inventory (for Base I)
Poles (For Base Maps - Hig
Traffic Signal Pole
Pedestrian Signal Po
Street Light
Recreation - Facilities
Recreation - Fields Courts
Recreation - Fields Courts
Open Space: Conservation
Open Space - Minuteman I
Open Space - Labels
Open Space
Town, State, or Priv
Other Town Owned
MA Highways
Interstate
US Highway
Numbered Routes
Abutting Towns
Town Boundary

The data shown on this site are provided for informational and planning purposes only. The Town and its consultants are not responsible for the misuse or misrepresentation of the data.

0 160 320 ft

Printed on 06/08/2023 at 10:30 AM

Town of Arlington, MA



Town of Arlington, Massachusetts
Department of Planning & Community Development
730 Massachusetts Avenue, Arlington, Massachusetts 02476

Public Hearing Memorandum

The purpose of this memorandum is to provide the Arlington Redevelopment Board and public with technical information and a planning analysis to assist with the regulatory decision-making process.

To: Arlington Redevelopment Board
From: Claire V. Ricker, AICP Secretary Ex-Officio
Subject: Environmental Design Review, 1309-1323 Massachusetts Avenue, Arlington, MA Docket #3724
Date: November 17, 2022

I. Docket Summary

This is an application by Barlo Signs, 158 Greeley St, Hudson, NH 03051 for “1309-1323 Massachusetts Avenue”, 89 Allen Circle, Boxford, MA 01921, to open Special Permit Docket #3756 in accordance with the provisions of MGL Chapter 40A § 11, and the Town of Arlington Zoning Bylaw Section 3.4, Environmental Design Review and Section 6.2 Signs.

The applicant proposes to replace 5 exterior wall signs above 5 existing storefronts and leave existing window signage on two of the storefronts across a multi-tenant building, located at 1309-1323 Massachusetts Avenue in the Village Business Zoning District (B3) and Business Sign District. The opening of the Special Permit is to allow the Board to review and approve the project under Section 6.2 Signs.

Materials submitted for consideration of this application include:

- Application for EDR Special Permit,
- Impact statement;
- Site plan with sign locations;
- Photographs of existing signs;
- Dimensional information of the proposed signage; and
- Renderings of signage.

The property at 1309-1323 Massachusetts Avenue is a multi-tenant building with six storefronts housing the following businesses: Classic Café, Classic Kitchen, Heights Barbershop, Horizons Salon (Permit Issued 6/5/23), RB Ace Disposal and RB Farina Roofing. The property owner seeks to replace the 5 existing wall signs for each of the businesses and add vinyl window signage to the storefront

of the Classic Café. The sign application for the Horizons Salon met the conditions of section 6.2 of the ZBL and was approved administratively by the Director of Planning and Community Development on 6/5/23. The remaining signage exceeds the allowable signage dimensions in the Business Sign District.

Section 6.2, Signs, directs the Redevelopment Board to review any requests for signage special permits via Environmental Design Review. Given the number of signs proposed for a single structure and given that 5 of the 6 proposed signs require some relief from section 6.2 Signs, this application was forwarded to the ARB for review.

II. Application of Special Permit Criteria (Arlington Zoning Bylaw, Section 3.3)

1. Section 3.3.3.A.

The use requested is listed as a Special Permit in the use regulations for the applicable district or is so designated elsewhere in this Bylaw.

The multi-tenant building has been located at this site for over 100 years; it is a pre-existing, conforming use at this location in the B3 Village Business Zoning District. The signage is the subject of the special permit as required by Section 6.2, Signs. The Board can find that this condition is met.

2. Section 3.3.3.B.

The requested use is essential or desirable to the public convenience or welfare.

A multi-tenant commercial building has operated at this location for many years, and the businesses co-located there provide services to the community. The Board can find that this condition is met.

3. Section 3.3.3.C.

The requested use will not create undue traffic congestion or unduly impair pedestrian safety.

Only the signage is subject to review. The Board can find that this condition is met.

4. Section 3.3.3.D.

The requested use will not overload any public water, drainage or sewer system or any other municipal system to such an extent that the requested use or any developed use in the immediate area or in any other area of the Town will be unduly subjected to hazards affecting health, safety, or the general welfare.

The existing multi-tenant property does not overload any municipal systems. The Board can find that this condition is met.

5. Section 3.3.3.E.

Any special regulations for the use as may be provided in the Bylaw are fulfilled.

No special regulations are applicable to the proposal. The Board can find that this condition is met.

6. Section 3.3.3.F.

The requested use will not impair the integrity or character of the district or adjoining districts, nor be detrimental to the health or welfare.

The use does not impair the integrity or character of the neighborhood. The Board can find that this condition is met.

7. Section 3.3.3.G.

The requested use will not, by its addition to a neighborhood, cause an excess of the use that could be detrimental to the character of said neighborhood.

The use will not be in excess or detrimental to the character of the neighborhood. The Board can find that this condition is met.

III. Environmental Design Review Standards (Arlington Zoning Bylaw, Section 3.4)

1. EDR-1 Preservation of Landscape

The landscape shall be preserved in its natural state, insofar as practicable, by minimizing tree and soil removal, and any grade changes shall be in keeping with the general appearance of neighboring developed areas.

There are no changes to the landscape as there are no proposed exterior alterations other than the proposed new signage. The Board can find that this condition is met.

2. EDR-2 Relation of the Building to the Environment

Proposed development shall be related harmoniously to the terrain and to the use, scale, and architecture of the existing buildings in the vicinity that have functional or visible relationship to the proposed buildings. The Arlington Redevelopment Board may require a modification in massing so as to reduce the effect of shadows on the abutting property in an R0, R1 or R2 district or on public open space.

There are no changes to the exterior of the building other than the proposed new signage. The Board can find that this condition is met.

3. EDR-3 Open Space

All open space (landscaped and usable) shall be so designed as to add to the visual amenities of the vicinity by maximizing its visibility for persons passing by the site or overlooking it from nearby properties. The location and configuration of usable open space shall be so designed as to encourage social interaction, maximize its utility and facilitate maintenance.

There are no changes to open space resulting from this sign proposal. The Board can find that this condition is met.

4. EDR-4 Circulation

With respect to vehicular and pedestrian and bicycle circulation, including entrances, ramps, walkways, drives, and parking, special attention shall be given to location and number of access points to the public streets (especially in relation to existing traffic controls and mass transit facilities), width of interior drives and access points, general interior circulation, separation of pedestrian and vehicular traffic, access to community facilities, and arrangement of vehicle parking and bicycle parking areas, including bicycle parking spaces required by Section 6.1.12 that are safe and convenient and, insofar as practicable, do not detract from the use and enjoyment of proposed buildings and structures and the neighboring properties.

There are no changes to any circulation patterns. The Board can find that this condition is met.

5. EDR-5 Surface Water Drainage

Special attention shall be given to proper site surface drainage so that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Available Best Management Practices for the site should be employed, and include site planning to minimize impervious surface and reduce clearing and re-grading. Best Management Practices may include erosion control and stormwater treatment by means of swales, filters, plantings, roof gardens, native vegetation, and leaching catch basins. Stormwater should be treated at least minimally on the development site; that which cannot be handled on site shall be removed from all roofs, canopies, paved and pooling areas and carried away in an underground drainage system. Surface water in all paved areas shall be collected in intervals so that it will not obstruct the flow of vehicular or pedestrian traffic and will not create puddles in the paved areas.

In accordance with Section 3.3.4., the Board may require from any applicant, after consultation with the Director of Public Works, security satisfactory to the Board to insure the maintenance of all stormwater facilities such as catch basins, leaching catch basins, detention basins, swales, etc. within the site. The Board may use funds provided by such security to conduct maintenance that the applicant fails to do.

The Board may adjust in its sole discretion the amount and type of financial security such that it is satisfied that the amount is sufficient to provide for any future maintenance needs.

There will be no changes to the exterior of the building or surface water run-off because of this proposal. The Board can find that this condition is met.

6. EDR-6 Utilities Service

Electric, telephone, cable TV, and other such lines of equipment shall be underground. The proposed method of sanitary sewage disposal and solid waste disposal from all buildings shall be indicated.

There will be no changes to the utility service resulting from this proposal. The Board can find

that this condition is met.

7. EDR-7 Advertising Features

The size, location, design, color, texture, lighting and materials of all permanent signs and outdoor advertising structures or features shall not detract from the use and enjoyment of proposed buildings and structures and the surrounding properties.

The applicant proposes to replace 5 existing exterior wall signs above 5 existing storefronts and leave existing window signage for two existing storefronts across a 6 unit multi-tenant building, located at 1309-1323 Massachusetts Avenue in the Village Business Zoning District (B3) and Business Sign District. A Special Permit has been requested to allow the business to install signage in excess of total number of allowable signs, in excess of sign length, and with non-conforming sign placement and spacing.

1. Item A: "Classic Kitchen & Bath" - Replace the existing wall sign on Mass Ave façade with a new, non-illuminated deep pan sign of approximately 26ft² on the existing building sign band. *The applicant intends to leave the vinyl window signage and seeks relief to post three signs on the storefront and facade. Per Section 6.2.5(D)(10), only one sign is allowed per storefront façade. Additionally, the two window signs total approximately 20 ft², thus the total signage area of 46 ft² is in excess of the allowable 40ft² for business signs.* The applicant does indicate how the wall sign is to be mounted to the sign band.
2. Item B: "R.B. Ace Disposal" - Replace the existing wall sign above entry with a non-illuminated acrylic wall sign of approximately 26 square feet. *The applicant seeks relief to install a 10' sign in excess of the allowable 6' per Section 6.2.5(D)(10). Furthermore, while 12" is required at the left and right edges of the sign, the applicant seeks relief to install the sign with zero distance to the right and left.* The applicant does indicate how the wall sign is to be mounted to the sign band.
3. Item B(2): "R.B. Farina Roofing" - Replace the existing wall sign on Mass Ave façade with a new, non-illuminated deep pan sign of approximately 26 square feet on the existing building sign band. *The applicant seeks relief to install a 10' sign in excess of the allowable 6'. Additionally, while 12" is required at the left and right edges of the sign, the applicant seeks relief to install the sign with 9" the right and left per Section 6.2.5(D)(10).* The applicant does indicate how the wall sign is to be mounted to the sign band.
4. Item C: "Heights Barber Shop" - Replace the existing wall sign on Mass Ave façade with a new, non-illuminated deep pan sign of approximately 26 square feet on the existing building sign band. *The applicant seeks relief to install a 10' sign in excess of the allowable 6' per Section 6.2.5(D)(10). While 12" is required at the left and right edges of the sign, the applicant seeks relief to install the sign with 9" the right and left.* The applicant does indicate how the wall sign is to be mounted to the sign band.
5. "Classic Cafe" - Replace the existing wall sign on Mass Ave façade with a new, non-illuminated deep pan sign of approximately 26ft² on the existing building sign band. *The applicant intends to leave the vinyl window signage and seeks relief to post three signs on the storefront and facade. Per Section 6.2.5(D)(10), only one sign is allowed per storefront façade.* The applicant does indicate how the wall sign is to be mounted to the sign band.

All proposed signage will replace existing signs. Per Section 6.2.2(C), the ARB may grant a Special Permit to allow signs of greater size and/or in a location other than what is allowed by section 6.2, "provided the architecture of the building, the location of the building relative to the street, or the nature of the use being made of the building is such that an additional sign or signs of a larger size should be allowed in the public interest." The Board can find that this condition is met.

8. EDR-8 Special Features

Exposed storage areas, exposed machinery installations, service areas, truck loading areas, utility buildings and structures, and similar accessory areas and structures shall be subject to such setbacks, screen plantings or other screening methods as shall reasonably be required to prevent their being incongruous with the existing or contemplated environment and the surrounding properties.

No changes are proposed. The Board can find that this condition is met.

9. EDR-9 Safety

With respect to personal safety, all open and enclosed spaces shall be designed to facilitate building evacuation and maximize accessibility by fire, police and other emergency personnel and equipment. Insofar as practicable, all exterior spaces and interior public and semi-public spaces shall be so designed to minimize the fear and probability of personal harm or injury by increasing the potential surveillance by neighboring residents and passersby of any accident or attempted criminal act.

No changes are proposed. The Board can find that this condition is met.

10. EDR-10 Heritage

With respect to Arlington's heritage, removal or disruption of historic, traditional or significant uses, structures or architectural elements shall be minimized insofar as practical whether these exist on the site or on adjacent properties.

The property is listed in two Arlington Inventories of Historically or Architecturally Significant Properties; however, the property is not included on the Massachusetts Historical Commission inventory. The applicant has provided a letter from the Arlington Historical Commission dated 4/25/23 that indicated the Commission is satisfied that no hearing is necessary to approve the proposed new signage and that Inspectional Services may issue a permit to approve the new signs proposed by the owner. The Board can find that this condition is met.

11. EDR-11 Microclimate

With respect to the localized climatic characteristics of a given area, any development which proposes new structures, new hard surface, ground coverage or the installation of machinery which emits heat, vapor or fumes shall endeavor to minimize insofar as practicable, any adverse impacts on light, air and water resources or on noise and temperature levels of the immediate environment.

No changes are proposed. The Board can find that this condition is met.

12. EDR-12 Sustainable Building and Site Design w

Projects are encouraged to incorporate best practices related to sustainable sites, water efficiency, energy and atmosphere, materials and resources, and indoor environmental quality. Applicants must submit a current Green Building Council Leadership in Energy and Environmental Design (LEED) checklist, appropriate to the type of development, annotated with narrative description that indicates how the LEED performance objectives will be incorporated into the project.

No changes are proposed. The Board can find that this condition is met.

IV. Findings

1. The ARB finds that the retail and commercial use of the building is supportive of Board and Town economic development goals such that allowing signs to be installed across more of the sign band than is otherwise allowed, as well as allowing more signs per façade than is otherwise allowed, is in the public interest consistent with Section 6.2 of the Zoning Bylaw.
2. The ARB finds that the project is consistent with Environmental Design Review per Section 3.4 of the Zoning Bylaw.

V. Conditions

1. Any substantial or material deviation during construction from the approved plans and specifications is subject to the written approval of the Arlington Redevelopment Board.
2. The Board maintains continuing jurisdiction over this permit and may, after a duly advertised public hearing, attach other conditions or modify these conditions as it deems appropriate in order to protect the public interest and welfare.



Town of Arlington, Massachusetts

Review Meeting Minutes

Summary:

8:20 pm Board will review and vote to approve meeting minutes for 5/15/2023 and 6/5/2023.

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	05152023_DRAFT_AMENDED_Minutes_Arlington_Redevelopment_Board.pdf	05152023 DRAFT AMENDED Minutes Arlington Redevelopment Board
▢ Reference Material	06052023_DRAFT_AMENDED_Minutes_Arlington_Redevelopment_Board.pdf	06052023 DRAFT AMENDED Minutes Arlington Redevelopment Board

Arlington Redevelopment Board
Monday, May 15, 2023, at 7:00 PM
Community Center, Main Hall
27 Maple Street, Arlington, MA 02476
Meeting Minutes

This meeting was recorded by ACMi.

PRESENT: Rachel Zsembery (Chair), Eugene Benson, Kin Lau, Stephen Revilak

STAFF: Claire Ricker, Director, Planning and Community Development; Marisa Lau, Senior Planner, Planning and Community Development

The Chair called the meeting of the Board to order.

The Chair opened with **Agenda Item 1 – MBTA Communities Update.**

Ms. Ricker updated the Board on the preliminary draft report and recommendations from Utile, the MBTA Communities consultant hired by the Town.

- The draft districts were drawn based on the community survey and the work Utile has done to determine the exact numbers of acres and units needed to comply with MBTA Communities.
- Utile has created two draft districts. Ms. Ricker shared maps of both options with the Board. Neither map includes anything that is currently zoned for business or as open space.
- The first option is fully compliant because it meets the requirement that 50% of the new district be contiguous.
- The second option includes the required acreage and density, but it does not meet the requirement that 50% of the new district be contiguous. It is spread out across different neighborhoods, a preference which came out of the community survey. The MBTA Communities Working Group would have to tweak this option to become compliant.
- The drafts both assume three-family buildings across the board in the new districts, but that can be changed; parts of the districts could be zoned for greater density, and the overall footprint could be reduced.
- These drafts are intended to serve as a starting point for discussion.

Mr. Revilak expressed a preference for the first version, because he feels the second version has all the new housing pushed more toward the edges of the town, while the first version has housing that is more central and closer to the business districts.

Ms. Ricker commented that the second version has more housing grouped closer to Alewife, for easier access to transit.

Mr. Lau preferred the first version because the second version puts too much of a burden on East Arlington, which is already quite dense, and having more housing more centrally located will help local businesses. He commented that these changes will be long-term changes, some of which will take time, and increased bus service will likely result over time, so the Board doesn't need to make choices entirely based on transit options as they exist now.

Mr. Benson also preferred the first version. He also appreciated that both versions were designed so as not to lose any business parcels. He expressed a concern with the second version because of the proximity of the increased density area to Alewife Brook, which poses a risk for flooding. Mr. Benson would also like to discuss the best way to present both of these options to the community, and particularly to inform everyone whose properties might be affected.

Ms. Ricker commented that the second version has the advantage of including some of the areas in Arlington Center which already have large parcels and properties, thus making it easier to potentially convert them into multi-family homes.

Ms. Zsembery was concerned that both versions include many properties along Massachusetts Avenue that have been zoned as residential, but that the Board hopes to be able at some point to rezone as commercial. If they are included in the MBTA Communities plan, the opportunity to ever have them rezoned will be lost. She then suggested thinking about mixed used developments along Mass Ave, as a way to both increase Arlington commercial space and create greater residential density along Mass Ave.

Mr. Benson suggested that residential buildings along Mass Ave be zoned for six-family buildings, so that with or without commercial use on the first floor, the density is significantly increased.

Mr. Benson agreed with the idea of six-family buildings on Mass Ave and Broadway, but would prefer to keep the side streets within the neighborhoods at three-family houses.

Mr. Revilak shared that Lexington created an incentive for properties along central corridors in or near commercial districts to increase density; solely residential buildings in those areas can be three stories high, but if development is built with commercial space on the first floor, the overall height can be increased to five stories. Providing such an incentive has the potential to increase both commercial space and residential destiny.

Mr. Revilak would like to see the flood plain drawn out on version two.

Ms. Ricker proposed the idea of an infrastructure impact fee, which could leverage new development to fix problems by requiring fees to pay for new infrastructure that needs to happen anyway.

Ms. Ricker would like to have conversations about where we can add greater density than three-family homes, especially to enable the inclusion of affordable housing.

Mr. Lau expressed an interest in seeing a mock-up of what a three-family house versus a six-family house looks like, so people can more easily see what these different areas might look like.

Ms. Ricker shared that we will be able to keep Utile on as consultants as we move forward with the process, particular the visualization.

The Chair moved on to **Agenda Item 2 – New Business**.

The Chair discussed the plans for upcoming Board meetings:

- A meeting is currently scheduled for May 22, but nothing is currently on the agenda, so it may be cancelled.
- The June meetings are currently scheduled for June 5 and 19. The June 19 meeting will be moved to June 26 due to the Juneteenth holiday.
- At one of the June meetings, Mike Ciampa and Doug Heim will be invited to give updates on projects that have been approved, and to have a discussion about the Atwood House.
- In June, the Board will also discuss the MOUs for the transfer of the properties currently owned by the Board.
- The public hearing for Calyx Peak at 251 Summer Street is currently scheduled for June 5.
- One of the June meetings should also include a review of the zoning articles proposed for the fall Town Meeting, to determine if the Board would like to change them in any way, and to plan for community engagement.

Mr. Revilak and Ms. Zsembery's terms on the Board will be expiring soon. Ms. Ricker will work with them to get their Board membership renewed.

Mr. Benson noted that the Board is behind on minutes. Ms. Ricker reported that DPCD has been using a transcription service due to being short-staffed. She will check on the progress of the minutes of prior meetings.

The Chair welcomed the Board's guest, Andrew Plumb, who is being considered for the open slot on the Board. He is a local architect, builder, and developer. He and his family have lived in Arlington for 20 years, and they have become more involved in Town government.

The Chair asked for a motion to adjourn to Town Meeting. Mr. Revilak so moved, and Mr. Benson seconded. The board voted and approved unanimously.

The Meeting was **Adjourned** at 7:50 pm.

Arlington Redevelopment Board
Monday, June 5, 2023, at 7:30 PM
Community Center, Main Hall
27 Maple Street, Arlington, MA 02476
Meeting Minutes

This meeting was recorded by ACMi.

PRESENT: Rachel Zsembery (Chair), Eugene Benson, Kin Lau, Stephen Revilak

STAFF: Claire Ricker, Director, Planning and Community Development

The Chair called the meeting of the Board to order.

The Chair opened with the **Agenda Item 1 – Public Hearing Docket #3752 Calyx Peak 251 Summer Street.**

Ms. Ricker informed the Board that Calyx Peak and the Department of Planning and Community Development (DPCD) agreed to postpone the hearing until the Board's next meeting, on June 26, 2023, in order to allow for more time for DPCD to review the applicant's plans and for the applicant to discuss the plans with the property owner.

Mr. Revilak asked for clarification about the role of the Select Board versus the role of the Redevelopment Board regarding marijuana facilities.

The Chair replied that the Select Board is responsible for permitting the host agreement, which identifies the location and the ability of the applicant to seek a Special Permit. The Redevelopment Board's role is to ensure that the project as proposed is appropriate for the neighborhood in its design.

Ms. Ricker clarified that the Redevelopment Board does not adjudicate the use for a marijuana dispensary; the Board only weighs in on the design of the facility and other planning issues. The use is allowed by the Select Board

Mr. Benson said that the Redevelopment Board has to determine that the application meets the terms of the criteria of the Special Permit and the Environmental Design Review, in addition to the criteria of Section 8.3 of the Zoning Bylaw, which is about marijuana facilities.

The Chair asked for a motion to continue the Public Hearing for Docket #3752, Calyx Peak, 251 Summer Street, until the June 26, 2023 meeting of the Board. Mr. Benson so moved, and Mr. Lau seconded. The Board voted unanimously in favor.

The Chair moved to **Agenda Item 2 – MBTA Communities Update.**

Ms. Ricker reported that on the work of the MBTA Communities Working Group:

- The Working Group has been meeting regularly to review materials provided by our consultants, Utile, as well the results of the community survey.
- The survey received over one thousand responses, which were provided to Utile, who created draft maps of possible MBTA Communities districts.
- The Working Group is interested in looking at greater density than three-family buildings in some areas.
- Ms. Ricker received the latest version of the draft map from Utile this afternoon. The Working Group will meet tomorrow night to review the latest draft map.
- A public meeting on MBTA Communities is scheduled for this Thursday, June 8, 2023. At that meeting, the Working Group will make a presentation and share information about the survey results; Utile will explain the state requirements for the zone; attendees will be given the opportunity to draw their ideas directly onto maps and then report back to the larger group.
- After determining where the district will go, the Working Group will consider what exact types and sizes of housing will go in the district.

Mr. Lau reported on a community meeting about MBTA Communities which he attended this afternoon.

- The meeting included the Superintendent of Arlington Public Schools, the Chief Inspector, the Chief of Police, a local priest, and a School Board member.
- Mr. Lau showed them a previous iteration of the draft map. They expressed surprise that the district was spread throughout the town, rather than being concentrated in one area.
- They asked how soon the changes would actually happen. Mr. Lau explained that he couldn't answer that precisely, but zoning changes usually have an impact in 25-50 years.
- They thought that the new housing would increase opportunities for workforce recruitment and retention, including teachers and police officers, because the cost of living is so high in this area.
- Mr. Lau asked if an increase in population density would create problems for the schools in the future, and they said no, that they have the capacity for increased numbers of students. The fact that the proposed map has increased density throughout the town would enable them to change the buffer zones between elementary schools as necessary, so the burden will not fall disproportionately on one or two schools.
- As a whole, the group liked the idea of spreading the density throughout Arlington rather than concentrating it in one area.

The Chair asked if the latest map included sites immediately on Massachusetts Avenue, or if they were set one lot back from Mass Ave. Ms. Ricker said that the district is one to two lots removed from Mass Ave. The Chair said that we should limit or eliminate any parcels touching Mass Ave, so that we can prioritize the commercial growth of the town.

Mr. Benson shared his thoughts and questions.

- He asked if Board members who are not on the Working Group will be able to attend the MBTA Communities public meeting on June 8, and if so, if they would be able to participate. Ms. Ricker replied that she would check with Doug Heim about the answers to those questions. They agreed to post a notice that the Redevelopment Board will be attending the MBTA Communities public meeting, so that it would constitute a legal meeting of the Redevelopment Board.
- He asked which map will be presented at the public meeting on Thursday. Ms. Ricker said that they will be presenting the most recent map from Utile, although they may share other maps to give the community an understanding of how the discussion has evolved. Mr. Benson suggested that one more map be shown.
- Mr. Benson said that Arlington includes more Historic Districts and properties on the National Register than many people are aware of, and they're not all shown on the map. He would like to see all those areas clearly designated on the map.
- He isn't sure that the Board ever clarified exactly what they want from the Working Group. Should they provide one final proposal, or a few different options? Mr. Lau replied that the Working Group is taking into consideration public opinion and the comments of the Board, and that the Board and Working Group will have ongoing conversations about the maps. He said that the number of options to be provided is not yet clear.
- He brought up the question of what triggers an affordability requirement. Currently, a Special Permit requires inclusionary zoning, but the new zoning district will mean that Special Permits are not required. He would like to have a conversation with Doug Heim to make sure that we won't lose the ability to require inclusionary zoning. Mr. Lau had a different understanding of what kind of development requires inclusionary zoning. The Board agreed that Mr. Benson, together with Ms. Ricker and Doug Heim, would figure out what the current legal requirements are and report back at the next meeting. He would also ask Town Counsel Heim about notice requirements for an overlay district.

Mr. Revilak shared some survey results.

- Multi-family housing that meets sustainability standards was a high priority from the survey results.
- Affordable housing was also a high priority.
- He and another Working Group member went through the survey responses and coded them in order to be able to aggregate the data, which hopefully will be available soon.

The Chair moved to **Agenda Item 3 – ARB Meeting Schedule Review.**

Ms. Ricker presented considerations for the meeting schedule through the end of 2023, avoiding holidays and including the fall Town Meeting and a Board retreat.

- The next two meetings are scheduled for Monday, June 26, with Calyx Peak and MBTA Communities on the agenda, and Monday, July 10, with a possible continuation of the Calyx Peak hearing.
- Potential holiday conflicts include Labor Day, September 4; Yom Kippur, September 25; and Indigenous People's Day on October 9.
- The Board retreat needs to be scheduled. Mr. Lau suggested waiting until the new Board member starts and waiting until after Town Meeting. The other Board members agreed.
- Public hearings for the Board's Warrant Articles for Town Meeting need to be scheduled. The fall Town Meeting has not yet been firmly scheduled, but it is likely to be the third week of October. The first public hearing should probably be scheduled in late August in order to get everything done before Town Meeting.
- The only date that works for all Board members for a meeting in August is August 28.
- The Chair proposed August 28 as the meeting date at which the Board will review and vote on the warrant articles in order to submit them to Town Meeting. Ms. Ricker will find out when warrant articles will need to be submitted.
- The Board will review and vote on the upcoming meeting schedule on June 26.

The Chair moved to **Agenda Item 4 – ARB Fall Town Meeting Warrant Article Discussion.**

The Board reviewed the warrant articles prepared for the spring Town Meeting, which were pushed to the fall Town Meeting. Those warrant articles proposed a series of changes to business zoning that would potentially be more conducive to economic development.

Ms. Ricker asked if all the articles should be proposed again for the fall Town Meeting, given all the work involved with MBTA Communities, or if some should be postponed again to the 2024 spring Town Meeting.

The Chair said that the first six articles are well documented and address significant challenges to the working relationship of the Board with local businesses and developers, and she would like the Board to move forward with those articles. All that is left to do is get massing studies, which Ms. Ricker is working with the Town Manager about finding the funding for.

The Chair proposed holding the articles on ARB Jurisdiction over Industrial District and the Arlington Heights Business District until the 2024 spring Town Meeting, because the Board will not have enough time to give those amendments the attention they deserve. She would prefer to focus instead on the articles that address dimensional and site standards for the fall Town Meeting.

Mr. Lau agreed with the Chair, but expressed concern because that the Board has said that it is working on rezoning business districts, it would be problematic not to bring those articles to the next Town Meeting. The Chair suggested that the Board make a commitment to pushing forward the article about the Arlington Heights Business District next spring. Mr. Benson agreed with Mr. Lau's concerns, but said that he does not think the Board and the DPCD will have the capacity to effectively deal with this article before the fall Town Meeting. He suggested that the article should be postponed until spring, but the Board commit to making sure that the rezoning that happens as part of MBTA Communities does not conflict with the Board's plans for the Arlington Heights business district. He also noted that the results of the MBTA Communities process may lead to further details that need to be changed in some of the Board's warrant articles, so waiting until spring would enable the Board to consider any changes made by MBTA Communities.

Mr. Revilak agreed with the Chair about moving forward with the first six articles for Town Meeting, and postponing the articles on ARB Jurisdiction over Industrial District and the Arlington Heights Business District as long as the Board makes a commitment to taking them up in the spring. The article on the Arlington Heights Business District has the potential to set a precedent for how the Board moves forward with other business districts and the future relationship between the Board and local businesses and developers.

Mr. Benson proposed moving forward at the fall Town Meeting with an article eliminating the right for one- and two-family dwellings to be built in business districts. This has been mentioned and discussed but has not actually been added to the list of articles, which Mr. Benson would like the Board to do at this time.

The Chair said that the Board has also discussed removing special permit requirement for offering up to three single room occupancy units for rent in the residential districts.

Ms. Ricker shared that she learned that the Affordable Housing Trust is writing an affordable housing overlay district which they intend to bring to the Board for review for the fall Town Meeting. Mr. Benson expressed concern about having two articles dealing with different overlays at the same Town Meeting, so he would prefer that the affordable housing overlay wait until spring. The Chair agreed.

The Chair moved to **Agenda Item 5 – Open Forum.**

The Chair invited anyone attending the meeting to address the Board. She clarified that typically the Board will not respond to questions at the same meeting but may address them at a future meeting.

Susan Stamps, 39 Grafton St, Town Meeting member, member of the Tree Committee

- She proposed applying Environmental Design Review to all projects in Arlington. The Environmental Design guidelines are a wonderful set of guidelines, and she would like to find a way to have everyone doing construction in town follow them.

Wynelle Evans

- As a former member of the Residential Study Group and the Design Review Working Group, she thinks that aesthetics are critical to community acceptance, and she was pleased to see that addressed in the MBTA Communities materials.
- Her street is in the proposed MBTA Communities zone. It's a dead-end street with very little parking that's already very dense. She asked how much time would be spent by the MBTA Communities Working Group and/or the Board to visit every block and street that may potentially be included in the overlay districts. She thinks it is very important to see these areas on foot or in person.

The Chair noted that there were questions about Environmental Design Review and what it does and doesn't cover, and she proposed presenting that as an overview at the June 26 meeting before starting the public hearing portion of the meeting. She also said that last question was more for the MBTA Communities Working Group than the Redevelopment Board, and it might be addressed at the public meeting on June 8.

The Chair moved to **Agenda Item 6 – New Business.**

Ms. Ricker shared information about site plan review, how it relates to MBTA Communities, and what we are able to do. MBTA Communities does allow for site plan review of various levels. A site plan review is not discretionary; it is not a special permit; it is not a regulation or prohibition of use. It is an evaluation of a project that is allowed by right with reasonable conditions and comments. A site plan review cannot determine whether or not the use is allowed or make discretionary decisions or put unreasonable binding conditions on a project. A site plan review can look at project impacts, determine compliance with zoning and other applicable requirements such as Environmental Design Review. Arlington does not technically have a Planning Board, although the Town Manager Act and the Redevelopment Board Rules and Regulations say that the Redevelopment Board acts as the town Planning Board. The Town will ultimately decide the body that has site plan review authority, and Town Meeting may need to vote to give the Redevelopment Board that authority. Site plan review can also be purely administrative, meaning it can be done by Town staff, which is often easier for smaller projects. The site plan review body can include reviewing architectural style and scale so long as there is a process with some published or prescriptive document that talks about what is allowed, such as Arlington's Residential Design Guidelines. The Historic Districts Commission is a design review board and would maintain their authority to conduct site plan reviews under the MBTA Communities zoning overlay. The Redevelopment Board could also be a design review board. These are all things that will need to be written into the MBTA Communities evaluation procedures. The Board needs to propose criteria for evaluation of MBTA Communities projects. One question is whether there is a scale of project for which the Board would feel comfortable with administrative site plan review. At a future meeting, she would like to bring some suggestions of evaluation criteria for the Board to discuss.

Mr. Lau asked what enforcement mechanisms the Board would have with a site plan review if the Board is not allowed to say no to a project that's being built by right. Ms. Ricker replied that even if a project can happen by right that

doesn't exempt it from other zoning requirements. If a project does not meet the Board's requirements, Inspectional Services can refuse to issue a permit. But those requirements have to be clear and available to developers ahead of time.

Mr. Benson pointed out that if the Board allows administrative site plan review for projects under a certain size and doesn't require them to go before the Board, that could provide an incentive for a developer to build something smaller than would be ideal. He proposed that even if a project is eligible for administrative site plan review, the staff always have the option of sending it to the Board. The fact that any project could be required to go before the Board might reduce the incentive for developers to try to deliberately plan projects under the size limit. He likes the fact that site plan review is open to the public, enabling more feedback.

Mr. Revilak reported that Lexington makes a distinction between major and minor site plan review. Major review is done by the Planning Board, and minor review is done by staff, with a clear threshold delineating the two. He thinks that site plan review is a useful tool to provide a way to give feedback to an applicant and set clear expectations without introducing excessive risk or delay. He plans to continue to look at how other communities have been implementing site plan review and bringing that information to the Board.

The Chair asked if site plan review process and standards would be part of the MBTA Communities articles at the fall Town Meeting, or if it would be a stand-alone article. Ms. Ricker replied that she needs to look at it more closely, but she said it should definitely be done at the same time.

Ms. Ricker also updated the Board on DPCD hiring. The Department is making an offer to an Economic Development Coordinator. She has posted the Assistant Director position in a variety of places and hopes to move forward quickly in that hiring process.

The Chair asked for a motion to adjourn to Town Meeting. Mr. Lau so moved, and Mr. Benson seconded. The board voted and approved unanimously.

The Meeting was **Adjourned** at 9:00 pm.